2015-16
Sudhiranjan Lahiri Mahavidyalaya
Majdia, Nadia-741507, West Bengal

Excellence through Dedication

ANNUAL QUALITY ASSESSMENT REPORT

Prepared
by
Internal Quality Assurance Cell

Index

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

Sudhiranjan Lahiri Mahavidyalaya

1.2 Address Line 1

PO: Majdia, Dist: Nadia

Address Line 2

City/Town

Krishnanagar

State

West Bengal

Pin Code

741507

Institution e-mail address

srlmahavidyalaya@rediffmail.com

Contact Nos.

03472-276206

Name of the Head of the Institution:

Dr.Sarojendra Nath Kar

Tel. No. with STD Code:

Mobile:

+91-9433756994/+91-8013970726

Name of the IQAC Co-ordinator:

Dr. Somnath Bandyopadhyay

Mobile:

+91-9434822635/+91-9679708159

IQAC e-mail address:

srlmahavidyalaya@rediffmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879): WBCOGN13585 (for cycle-II)

1.4 Website address:

www.srlm.org

Web-link of the AQAR:

www.srlm.org/download.php?catagory=4.

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.37	2008	16.09.2008 to 16.09.2013
2	2nd Cycle	B	2.84	2015	03.03.2015 to 02.03.2020
3	3rd Cycle	NA	NA	NA	NA
4	4th Cycle	NA	NA	NA	NA

1.6 Date of Establishment of IQAC :   DD/MM/YYYY   23/06/2008

1.7 AQAR for the year *(for example 2010-11)*   2015-16

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

i) AQAR-2014-15 (Soft copy through mail):19.01.2016

1.9 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes √   No ☐

Constituent College   Yes ☐   No √

Autonomous college of UGC   Yes ☐   No √

Regulatory Agency approved Institution   Yes ☐   No √

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education √   Men ☐   Women ☐

Urban ☐   Rural √   Tribal ☐

Financial Status   Grant-in-aid ☐   Grant-in-aid + Self Financing √

Totally Self-financing ☐

UGC 2(f) √   UGC 12B √

1.10 Type of Faculty/Programme

Arts √   Science ☐   Commerce √   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others   (Specify) ☐

1.11 Name of the Affiliating University *(for the Colleges)*

University of Kalyani

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence | Nil | UGC-CPE | Nil

DST Star Scheme | Nil | UGC-CE | Nil

UGC-Special Assistance Programme | Nil | DST-FIST | Nil

UGC-Innovative PG programmes | Nil | Any other (*Specify*) | Nil

UGC-COP Programmes | Nil

2. *IQAC Composition and Activities*

2.1 No. of Teachers — 12

2.2 No. of Administrative/Technical staff — 01

2.3 No. of students — 00

2.4 No. of Management representatives — 02

2.5 No. of Alumni — 00

2. 6 No. of any other stakeholder and

community representatives — 01

2.7 No. of Employers/ Industrialists — 00

2.8 No. of other External Experts — 00

2.9 Total No. of members — 16

2.10 No. of IQAC meetings held | 01 |

2.11 No. of meetings with various stakeholders: No. | 01 | Faculty | 01 |

Non-Teaching Staff | 0 | Students Alumni | 0 | Others | 0 |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | √ |

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 00 | International | 00 | National | 00 | State | 00 | Institution Level | 00 |

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

During the year the IQAC:
1. Has recommended some specific plan of action to implement recommendations of the NAAC Peer Team with view to ensuring quality improvement of the institution.

2. Recommended Career Advancement of Librarian.

2.15 *Plan of Action by IQAC/Outcome*

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Academic proposals:	
Opening of new Honours courses in Sanskrit & Education	No initiative could be taken due want of adequate class room. Now construction of new class rooms under RUSA is under process. As soon as same will be completed, adequate measures will be taken to open new courses in Sanskrit and Education.
Opening of new courses of emerging areas.	IQAC has made some specific recommendations for the same.
Opening of Study Centre of Kalyani University DODL.	Governing Body has taken necessary decision for the same.
Completion of process of conversion of self-financing subjects to regular subject.	No action was taken
Opening of career oriented courses as per recommendation of the NAAC Peer Team	IQAC has made necessary recommendation.
Ensure achievement of at least 180 teaching days in the current academic session	No of teaching days in the session 2015-16 were 181 days.
Ensure maximum number of ICT enabled classes.	No positive action could be adopted due to want of adequate power back up. Very recently the problem has been solved by completion of installation of separate electric transformer under RUSA. Some positive result may be expected in the ongoing academic session.
Administrative proposals:	
More initiative to appoint required number of permanent staff to meet inadequacy of staff members.	Necessary communication has been made with concerned department of Government of West Bengal.
Completion of construction of new buildings as submitted in proposal for RUSA project grant.	Construction has been started and now in progress.

Proposals relating to Research and consultancy:	
Ensure adequate initiative on the part of Seminar & Research Forum to motivate faculty members to actively participate in different research activities.	Some initiatives have been adopted.
Ensure organization of research and professional development activities by all the academic departments.	No action has been taken.
Publication of e-version of the journal 'OPEN EYES'	Necessary decision has been taken.
Proposals relating to Cultural programmes:	
Increase the number of events in the Annual College Cultural Programme SPANDAN.	Improvement has been found.
Increase the number of participation in external cultural competition	Student participation has been increased.
Proposals relating to Games & Sports:	
Inter class game and sports events be regularized and overcoming problems if any	Some positive initiatives have been adopted.
Ensure participation of students in state as well as national level games & sports competition.	Number of students' participation has been decreased.
Proposal relating to community extension programme:	
Normal programmes of NSS unit should include more programmes based on science and environment.	Some positive initiatives have been adopted.
Organization of more community extension programmes by the cadets of NCC	In spite of decrease of number of NSS Units, number of extension activities by NSS Volunteers has been proportionately increased.
Organization of community extension programme and social action programmes by the students other than NSS and NCC.	Some positive initiatives have been adopted.

Proposal for College Library	
Completion of remaining tasks of automated accession process within ongoing academic session.	Achievement is praiseworthy.
Increase number of research oriented books on the recommendation of the faculty members	Action has been taken to procure new books under RUSA.
Clear disclosure of the number of text books, reference books and research-oriented books	Positive action has been taken for newly procured books.
Preparation of specific plan of action of purchase of research oriented books in consultation with the Seminar & Research Forum and IQAC	Some positive actions have been found to be adopted.
Others:	
Regularization of activities of Grievance Redressal Cell.	No positive action has been found to be adopted.
Creation of awareness among the students about the anti-ragging policy formulated by the UGC.	Some initiatives have been adopted by the anti-ragging cell.
Initiatives have to be taken by all the academic departments to tap the alumni for development of the institution.	No positive action has been found to adopted.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes   √   ☐

Management   ☐   Syndicate   ☐   any other body   √

Notes:

In our College draft AQAR prepared by the Coordinator, IQAC in consultation with the Principal and other Teacher members is placed in the meeting of IQAC and on the basis of discussion in the same AQAR is finalized.

Tasks for a particular year are also communicated to different bodies like Teachers' Council, Academic Council, and Library Committee and even to the Governing Body for carrying out necessary action, required for completion of the same.

Provide the details of the action taken   See point 2.15.

Part – B
Criterion – I
1. Curricular Aspects
1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	11	00	02	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	11	0	02	0

Interdisciplinary	02	00	00	00
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	Nil
Trimester	Nil
Annual	11

1.3 Feedback from stakeholders*   Alumni ☐   Parents ☐   Employers ☐   Students ☑

(On all aspects)

Mode of feedback   :   Online ☐   Manual ☑

Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II
2. Teaching, Learning and Evaluation
2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
17	08	07	01	01*

Note:*-Librarian.

2.2 No. of permanent faculty with Ph.D.   05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	08	00	00	00	00	00	00	00	08

2.4 No. of Guest and Visiting faculty and Temporary faculty   15*

Note:*-Including three unapproved Part-time Teachers, two Contractual Teachers.

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	09	00
Presented papers	05	09	00
Resource Persons	00	01	00

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Under Rashtriya Uchatara Shiksha Abhiyan-

i) The institution has procured good number of books in the central library;

ii) Provided ICT equipments to permanent faculties.

2.7 Total No. of actual teaching days   181
      during this academic year

2.8 Examination/ Evaluation Reforms initiated by

$\boxed{\text{Nil}}$

the Institution (for example: Open Book Examination, Bar Coding,
Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development workshop

$\boxed{04}$

2.10 Average percentage of attendance of students

$\boxed{71}$

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Result withheld[1]	Division				
			Distinction %	I %	II %	P div %	Pass %
BA Hons in Bengali	153	6	6.8	6.8	87.07	N.A.	94
BA Hons in English	29	3	0	0	50	N.A.	50
BA Hons in History	57	1	5.36	5.36	89.29	N.A.	95
BA Hons in Pol.Science	25	4	0	0	86	N.A.	86
BA Hons in Philosophy	7	0	0	0	43	N.A.	43
BA Hons in Sociology	16	8	0	0	63	N.A.	63
BSC Hons in Geography	49	7	7.14	7.14	93	N.A.	100
BCOM Hons in Accountancy	3	1	0	0	50	N.A.	50
BA General	Result of B.A., B. Sc. and B.Com. General Part-III Examination-2016 is yet to be published by the University of Kalyani.						
BSC General							

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC regularly monitors teaching learning process by means of evaluating success rate of students from year to year and it monitors the same by means of getting feedback from the students, opinions of the faculty members, and considering opinion of different eminent academicians and changes undergone in the academic world it tries to make new road to further progress.

[1] Result withheld due to non-clearance of Part-II Examination.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	01
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	02[2]

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11	08	0	15*
Technical Staff	0	0	0	0

Note: We have appointed one sweeper on daily wage basis to meet the deficiency of staff members.

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC of this Institution sensitizes or promotes Research Climate through the important organ '*Seminar and Research Forum*'. Last under the supervision of IQAC and the Seminar and Research Forum UGC XIIth Plan Planning Board organized as many as five workshops for the faculties within and outside the college in order to enhance of competence of the faculties to perform their research works keeping parity with the changes undergone in the entire research world.

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[2] *Two of our faculty members awarded Ph.D. in last year.*

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	0
Outlay in Rs. Lakhs	0	1.26	0	0

3.4   Details on research publications

	International	National	Others
Peer Review Journals	1	3	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	3	0

3.5 Details on Impact factor of publications:

Range | Ni | Average | Nil | h-index | Nil | Nos. in SCOPUS | Nil |

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations:

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects			0	0
Minor Projects			0	0
Interdisciplinary Projects			0	0
Industry sponsored			0	0
Projects sponsored by the University/ College			0	0
Students research projects (other than compulsory by the University)			0	0
Any other(Specify)			0	0
Total			0	0

3.7 No. of books published   i) With ISBN No. | 5 | Chapters in Edited Books | 5 |

ii) Without ISBN No. | 0 |

3.8 No. of University Departments receiving funds from

UGC-SAP | 0 | CAS | 0 | DST-FIST | 0 |

DPE | 0 | DBT Scheme/funds | 0 |

3.9 For colleges   Autonomy | 0 | CPE | 0 | DBT Star Scheme | 0 |

INSPIRE | 0 | CE | 0 | Any Other (specify) | 0 |

3.10 Revenue generated through consultancy | Nil |

3.11 No. of conferences   organized by the Institution

Level	International	National	State	University	College
Number	0	01	0	0	0
Sponsoring agencies	0	UGC	0	0	NA

3.12 No. of faculty served as experts, chairpersons or resource persons | 1 |

3.13 No. of collaborations   International | 0 | National | 0 | Any other | 1 |

3.14 No. of linkages created during this year | 1 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | Rs 1.20 |

From Management of ~~University~~/College | Rs 1.75* |

Total | Rs.2.95 |

Note:*- Includes budgeted amount of F.D.P.and College Publication.

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions   received by faculty and research fellows
   Of the institute in the year

Total	International	National	State	University	Dist	College
0	0	0	0	2	0	0

3.18 No. of faculty from the Institution

   who are Ph. D. Guides

   and students registered under them

0

3.19 No. of Ph.D. awarded by faculty from the Institution

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | 0 | SRF | 0 | Project Fellows | 0 | Any other | 0 |

3.21 No. of students Participated in NSS events:

University level | 0 | State level | 0 |

National level | 0 | International level | 0 |

3.22 No. of students participated in NCC events:

University level | 0 | State level | 09 |

National level | 04 | International level | 01 |

3.23 No. of Awards won in NSS:

University level | 1 | State level | 0 |

National level | 0 | International level | 0 |

3.24 No. of Awards won in NCC:

University level | 0 | State level | 0 |

National level | 68 | International level | 01 |

3.25 No. of Extension activities organized

University forum | 00 | College forum | 54 |

NCC | 04 | NSS | 50 | Any other | 0 |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Major activities of NSS volunteers in the sphere of extension activities and Institutional Social Responsibilities involved Plantation, Blood Donation Camp, Polio immunization camps, Seminar on AIDS; Seminar on "Environment &Agriculture", Observation of Youth Week through seminars, rally, quiz, elocution competition etc, Bhasa Dibas Placard Competition, Rally & Seminar ; Beautification Drive ,Organizatio of class on ''Utility of Yoga in our day-to-day life" , Seminar on"Hygiene for Health"; Hand Wash drive in the adopted village; Survey on 'Health & Hygiene' and Health Counseling in the adopted village, Swachh Bharat Programme in the Majdia rail Station, Donation of three 30 litres steel Water Filters to 03 primary schools as a part of Swachh Bharat Programme , drawing of Wall Graffiti on 'Tolerant India', 'Crime Against Women' etc; Arrangement for a Jalsatra (water distribution to pilgrim) at Shibnibas Heritage Fair; organization of courses on Mushroom Cultivation for Boys and Batik Print for Girls; Celebration of Basanta Utsav(Holi) with teachers & students; Distribution of herbals to teachers, students and dignitaries throughout the year; preparation and maintenance of a Cactus & Foliage garden in the College Campus.

Major activities of NCC Cadets in the sphere of extension activities and Institutional Social Responsibility include observation of Independence day, Republic Day , Swachh Bharat Abhijan, blood donation camp.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.148 acres	Nil	NA	5.148 acres
Class rooms	19	Nil	NA	19
Laboratories	02	Nil	NA	02
Seminar Halls	01	Nil	NA	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	03	01	RUSA	04
Value of the equipment purchased during the year (Rs. in Lakhs)		38.28815	RUSA	38.28815
Others		Rs.15,82,701	RUSA	Rs.15,82,701*

Note: *- Includes creation of new facilities items and up gradation of existing facilities.

4.2 Computerization of administration and library

> For computerization of administration we adopted following inititiatives during last year:
>
> i)   Implementation of COSA and E-pradan as per order of the Government of West Bengal;
> ii) Introduction of online admission system with effect from ongoing academic session.
> iii) Introduction of most of advanced students and accounting software.
> iv) Necessary financial allotment for hiring additional personnel to ensure speedy uploading library books and journals at library software SOUL.

1.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No. of Books	Value
Text Books						
Reference Books	18463		687		19150	
e-Books	Nearly 100,000 under Inflibnet N-List Programme				Nearly 100,000 under Inflibnet N-List Programme	
Journals	71		2		73 Including free journals	
e-Journals	Nearly 2100 under Inflibnet N-List Programme				Nearly 2100 under Inflibnet N-List Programme	
Digital Database						
CD & Video	60		00		60	
Others (specify)						

Note: Detail information may be available from Statement of Accounts for the year 2015-16.

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	44	0	9	7	0	12	16	0
Added	8	0	0	0	0	8	0	0
Total	52	0	9	9	0	20	16	0

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

With a view to participating e-Governance initiative of the Government of West Bengal we adopted following initiatives:
Introduction of COSA and E-pradan for salary disbursement;
Introduction of online admission for admission of UG 1st year students.
We overhauled students' and accounting software by replacing the previous one, which has been become obsolete. The overhauling has come into effect from the last financial year;
We procured good number ICT equipment under RUSA and also supplied some equipment to our faculties and staff for the interest of effectiveness of academic as well as administrative activities.

4.6 Amount spent on maintenance in lakhs:

i)   ICT   0.13570

ii) Campus Infrastructure and facilities   0.28225

iii) Equipments   0.10972

iv) Others   0.01448

     Total: 0.54

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC contributes in enhancing awareness about student support services by means of monitoring and documenting the following activities of the College:
Enhancement of Library Resources from year to year;
Provision for financial support to the students, come from economically weaker sections;
Monitoring activities of the Career Counselling Cell, Health Club etc.

5.2 Efforts made by the institution for tracking the progression

Our faculty members always devote their full efforts to ensure best academic achievement. They also maintain close contact with the passed out students for tracking their progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
4652	0	0	0

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
2792	60

Women

No	%
1860	40

Last Year(2014-15)						This Year(2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC3	Physically Challenged	Total
1596	2094	88	553	0	4331	1793	2143	81	635	0	4652

Demand ratio   1.04:1   Dropout : 6.7 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

For ensuring student support mechanism for coaching for competitive examination UGC XIIth plan Career Counselling Sub-committee has organized a One-Day Interactive Session on "Career after Pursuing Degree Course in Literature & Social Sciences a Kaleidoscopic Perspective".

That apart the Cell also holds periodic counselling sessions for students who intend to focus on strictly academic as well as other allied jobs. Occasional General Knowledge, General Mathematics & Reasoning Classes are arranged (Non-Remunerative) for interested students.

No. of students beneficiaries   NA

5.5 No. of students qualified in these examinations

NET [0]   SET/SLET [0]   GATE [0]   CAT [0]

IAS/IPS etc [0]   State PSC [0]   UPSC [0]   Others [0]

Note: We do not have sufficient infrastructure to maintain that data.

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3 OBC-(A+B)

5.6 Details of student counselling and career guidance

> The Career Counselling Cell holds periodic counselling sessions for students who intend to focus on strictly academic as well as other allied jobs. Occasional General Knowledge, General Mathematics & Reasoning Classes are arranged (Non-Remunerative) for interested students.
> The cell also organized interactive session to make the student acquainting with on various job opportunities across the country. More interactive session are in the pipe-line keeping in mind the socio-economic background of the students as well as their interest.

No. of students benefitted | 120 |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

1.8 Details of gender sensitization programmes

> We have formed Equal Opportunity Cell and sent a proposal for financial grant under UGC XIIth plan for that purpose.

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level | 13 | National level | 01 | International level | 0 |

No. of students participated in cultural events

State/ University level | 17 | National level | 0 | International level | 0 |

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level | 00 | National level | 01 | International level | 00 |

Cultural: State/ University level | 03 | National level | 00 | International level | 00 |

5.10 Scholarships and Financial Support

	Number of students	Amount Rs.
Financial support from institution [4]	587	1,45,985
Financial support from Government[5]	357[6]	See note 4
Financial support from other sources[7]	23[8]	See note 5
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level [Nil]   National level [Nil]   International level [Nil]

Exhibition: State/ University level [Nil]   National level [Nil]   International level [Nil]

5.12   No. of social initiatives undertaken by the students   [54*]

Note: *- Our students undertake social initiatives through NSS and/or NCC.

5.13 Major grievances of students (if any) redressed:
i)   Extension of building under RUSA Project has been started.
ii) Renovation and extension Open Stage has been started.
iii) Games and sports equipment under RUSA have been procured.
iv) Geography Laboratory has been renovated under RUSA.
v) Painting work of existing College building from College Development Fund has been completed.

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[4] We provide financial support to our students from Student Aid Fund;
[5] Financial support from the Government includes Scholarship from the Chief Minister's Relief Fund and Scholarship for Kannayshree awardees. We cannot provide necessary data for the same because from the last financial year students get the scholarship directly through their bank accounts.
[6] Number indicates number of students applied for scholarship.
[7] Sitaram Jindal foundation scholarship. We cannot provide necessary data for the same because from the last financial year students get the scholarship directly through their bank accounts.
[8] Same as note 6.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The activities and future plans of Sudhiranjan Lahiri Mahavidyalaya are guided by its **Vision** and **Mission** which are reflected in its motto, '*Excellence through Dedication*'.

The vision of Sudhiranjan Lahiri Mahavidyalaya is to impart quality education by focusing on value addition with conventional education, by emphasizing social values, environmental awareness and extra curricular activities and make self-sufficient and socially responsible citizen and thereby become a premier institution in the region.

6.2 Does the Institution has a Management Information System

Yes the Institution has clearly stated Management Information System. Details of MIS are given in annexure-III

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Four of our faculty members are at the Board of Studies of the University of Kalyani. They actively participate in the Curriculum Development introduced by the University from time to time.

6.3.2 Teaching and Learning

Our Institution continuously strives for delivering quality teaching. With a view to ensuring that goal we adopts various measures like purchase of good number of books and academic journal in the College library, encouraging faculty member to participate in different faculty development programme, organizing workshop for competence building of the faculties ,supply of ICT equipments to the faculties under RUSA.

6.3.3 Examination and Evaluation

Our faculty members actively participate in final University Level Examination. During last year they discharged their duties like invigilation, paper setting, paper scrutiny, evaluation etc as assigned by the University. Some of faculty members also discharged their duties as member of University Examination Visiting Team.

6.3.4 Research and Development

i) Research and Development activities of the College are run under supervision of our important organ '**Seminar & Research Forum**'.

ii) A good number of seminars were organized by different academic departments under the supervision of 'Seminar & Research Forum'.

iii) Department of Bengali organized one UGC-Sponsored National Level Seminar in collaboration with Assannagar MMT College.

iv) We have also published our journal 'OPEN EYES' (ISSN-2249-4332), which is a peer reviewed Indian Journal of literature, Commerce, Economics and allied areas.

v) Two of our faculties have been awarded Ph.D. during last year.

vi) One faculty member have completed Ph.D. Course work as per UGC Regulation and took registration for Ph.D. work.

vii) UGC XIIth Plan Planning Board organized as many as five workshops on competence building of faculties for Research Work under UGC XIIth Plan Competence Building Programme.

6.3.5 Library, ICT and physical infrastructure / instrumentation

During last year-

We have overhauled the students and accounting software.

We have introduced online admission system of UG 1ˢᵗ year students as per direction of the Government of West Bengal.

We have procured good number ICT equipment for academic as well administrative departments of College under Rastriya Uchatar Siksha Abhiyan.

We have procured good number text books, reference books and research oriented books for our central library under Rastriya Uchatara Siksha Abhiyan.

6.3.6 Human Resource Management

With a view to ensuring optimum utilization of manpower we introduced systematic distribution of work load among our staff members with due consultation with NTS Council as well as Joint Council of faculty members and staff members. We also appointed one Sweeper on daily wage basis with a view to overcoming the problem of permanent staff. The Governing Body of the College has also formed one Pay Review Committee to settle the pay related issues of the casual and daily paid workers.

    Last year UGC XIIth Plan Planning Board organized one Workshop on Self-employment under UGC XIIth Plan Competence Building Programme for the interest enhancing awareness among the students about Self-employment.

6.3.7 Faculty and Staff recruitment

Last year we appointed one Guest faculty in Mathematics in the department of Commerce. We have also submitted necessary requisitions to the West Bengal College Service Commission for appointment eight more whole time faculties.

 We are also maintain necessary communication with the department of Higher Education, Govt. of West Bengal for having approval for recruitment of new permanent staff members.

6.3.8 Industry Interaction / Collaboration

Last year the department of Bengali organized one UGC Sponsored National Level Seminar in collaboration with Assannagar MMT College, which is situated at nearby areas of the district headquarter.

Our NSS and NCC Units organized different extension programmes in collaboration with various external agencies.

UGC XIIth Plan Planning Board organized different competence building programmes for faculties and students in collaboration with various external agencies.

6.3.9 Admission of Students

Our admission process is governed by the rules of the affiliating University i.e. University of Kalyani. Our faculty members and staff member discharged their duties relating to admission of the students with utmost sincerity. We have introduced online admission process for admission of UG 1st year students from the last academic session as per direction of the Government of West Bengal.

6.4 Welfare schemes for

Teaching	√
Non teaching	√
Students	√

6.5 Total corpus fund generated   Nil

6.6 Whether annual financial audit has been done   Yes [ ]   No [√*]

Note:*- Auditing for the year 2014-15 has already been completed.

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	Academic Council, IQAC
Administrative	No	NA	Yes	IQAC, Governing Body

Note: For the purpose of auditing our academic as well as administrative activities in the year 2008 we were assessed and accreditated by NAAC and we have already reaccreditated by NAAC on 03.03.2015.

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes [ ]   No [√]

For PG Programmes   Yes [ ]   No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

Activities of our Alumni Association are felt satisfactory. The former students and a good number of academicians, who previously served our College, participate in the activities of the same. However awareness among most of the former students about the same is less than encouraging. We have to take appropriate corrective action to overcome the problem.

6.12 Activities and support from the Parent – Teacher Association

We believe that parents are one of the important stakeholders of Higher Education System. Though we are yet to regularize the activities of Parent-Teacher Association, a good number of academic departments arranged meeting with Parents with a view to share the opinion about quality teaching for the interest of the students. Details are available with concerned head of the departments.

6.13 Development programmes for support staff

Though we are yet to introduce any formal development programmes for our staff members, during last year management closely monitored the working conditions, distribution of workloads and pay related issues of the staff members.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Our College is located in a rural area. Its physical atmosphere is really eco-friendly. With a view to sustaining this eco-friendly atmosphere NSS unit, college green cell seriously monitor different activities like tree plantation, gardening etc.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Supply of ICT equipments to faculties and staff under Rasthriya Uchatara Siksha Abhiyan.
Procurement of modern Games and Sports Equipments for the students under Rasthriya Uchatara Siksha Abhiyan.
Renovation of Geography Laboratory under Rasthriya Uchatara Siksha Abhiyan.
Appointment of Guest Faculty in Mathematics for the students of Commerce Department.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

See 2.15

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

See annexure IV

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

With a view to ensuring environmental awareness as well as protection three units of NSS organized various extension programmes in their respective adopted villages.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [√]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

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SWOT Analysis:

Our strengths:
- Faculty members are actively involved in academic as well as extra-curricular/outreach activities of the College. Some of them are also actively engaged in Research work in different Indian Universities.
- Staff members despite their heavy load of work actively perform their allotted duties.
- Most of the students have shown their excellence in academic as well as extra-curricular activities.

Our weaknesses:
- Performance of the students in English(Hons), Philosophy(Hons) B.Com(Hons) courses are not satisfactory at all despite several efforts of the Faculty Members;
- Still now some departments like Sociology, Political Science and Geography are teaching Honours courses with singly whole time faculty.
- Number of students in Commerce department is at stake.
- Poor infrastructure as compared to large number of students is also our major concern.

Our opportunities:
- Most of the students can fair well in all types of activities despite their socio-economic backwardness.
- Some of the faculty members teach in Post Graduation classes in different Indian Universities.
- Need and aspiration of the locality may also be identified as the major scope of further expansion of the institution.

Our threats:
- Socio-economic backwardness of most of the students is major challenge before the Institution for achieving its goals.
- Lack of awareness about the development of the college among different stakeholders is a major threat before us.
- Inadequacy of whole time teachers and permanent staff members also matters in the negative.

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Name: Dr.Somnath Bandyopadhyay   Name: Dr.Sarojendra Nath Kar
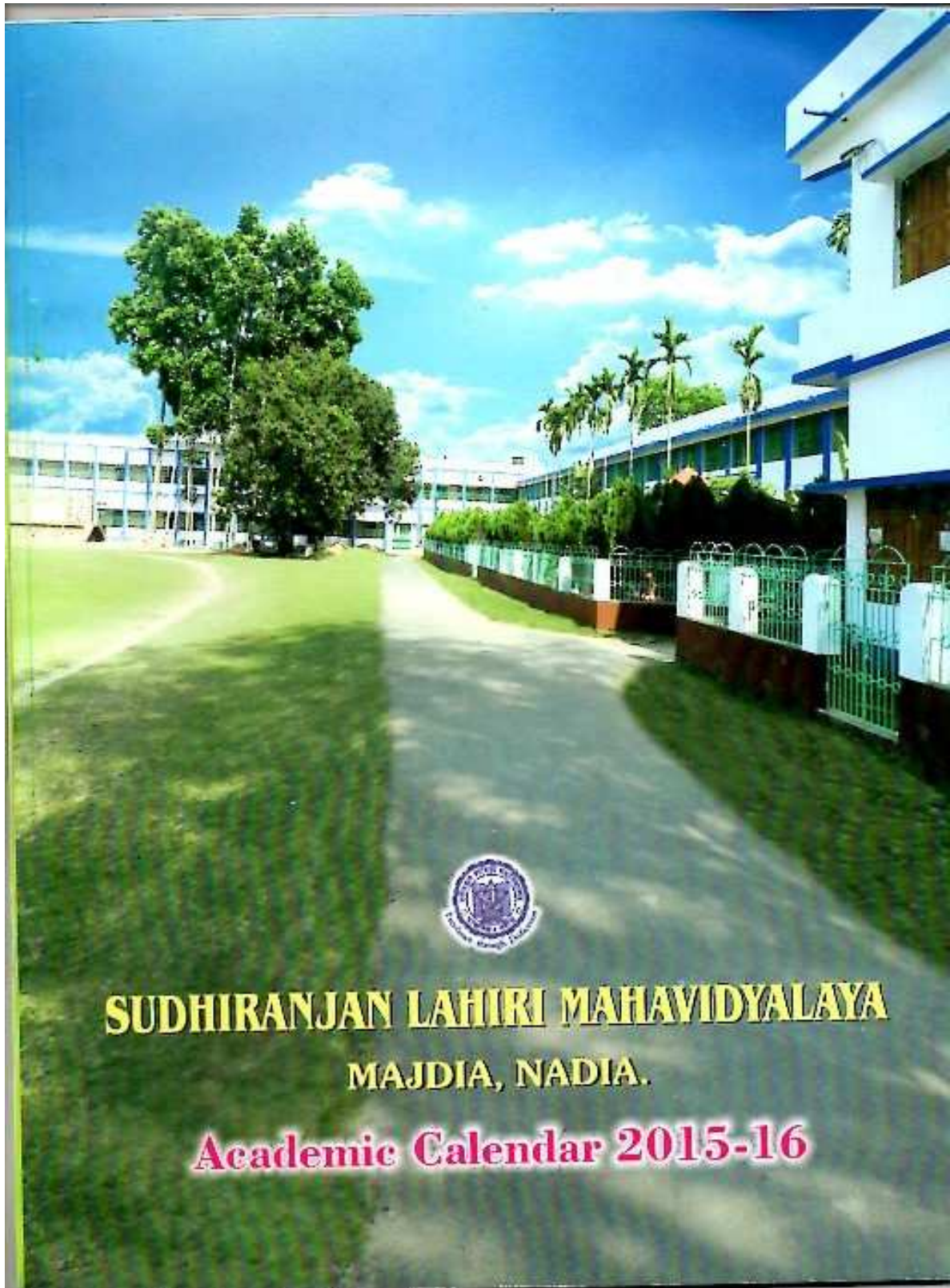
Signature of the Coordinator, IQAC

Coordinator
Internal Quality Assurance Cell
Sudhiranjan Lahiri Mahavidyalaya
Majdia, Nadia-741507

Signature of the Chairperson, IQAC
Chairman
Internal Quality Assurance Cell
Sudhiranjan Lahiri Maha Vidyalaya
Majdia, Nadia, 741507

***

SUDHIRANJAN LAHIRI MAHAVIDYALAYA

MAJDIA, NADIA.

Academic Calendar 2015-16

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ACADEMIC CALENDAR - 1

LIST OF HOLIDAYS FROM 01.01.2015 TO 31.12.2016

Date	Occasion	No. of Days	Day
1st January	New Year Day	1	Friday
12th January	Birthday of Swami Vivekananda	1	Tuesday
23rd January	Birthday of Netaji	1	Saturday
26th January	Republic Day	1	Tuesday
13th February	Saraswati Puja	1	Saturday
23th March	Doljatra	1	Wednesday
24th March	Holi	1	Thursday
25th March	Good Friday	1	Friday
14th April	Birth of Dr. B. R. Ambedkar & Bengali New Years' Days	1	Thursday
1st May	May Day	1	Sunday
8th May	Birth Day of Rabindranath Tagore	1	Sunday
15th to 30th June	Summer Recess	46	
6th July	Id-Ul-Fitre	1	Wednesday
15 August	Independence Day	1	Monday
25th August	Janmastami	1	Thursday
12th September	Id-Uz-Joha	1	Monday
30th September	Mahalaya	1	Friday
2nd October	Birthday of Mahatma Gandhi	1	Sunday
7th October to 1st November	Puja Vacation (Sasthi to Bhratri-Dwitiya) This includes on holiday each on the following ocation also : Muharram (12th October), University Foundation Day (1st November)	26	
14th November	Birthday of Guru Nanak	1	Monday
13th December	Fateha-Duaz-Daham	1	Tuesday
25th December	Christmas Day	1	Sunday
	Principal's Discretion	5	
	TOTAL	97	

Feedback about different aspects of the Institution

Parameters	Percentage
Prospectus as the source of information about the subjects taught in the College	45
Prospectus as the source of information about the admission rules & regulations	30
Reputation of subjects taught as the motivator	58
Satisfaction about the subjects taught in the College	65
Average cooperation of the teachers of the other department	55
Satisfaction about teaching methods other than lecture method	38
Satisfaction of the Internal Examinations	42
Feeling of the outgoing students for further study	55
Very good student Teacher relationship	35
Cooperation of the college administration	47
Irregular participation of the students in co curricular activities	65
Role of student in students as only electors	N.A.
High satisfaction of the students about the overall impression of the College	53

Evaluation of Teachers by the students

Parameter	Percentage
Source of knowledge	76.25
Distributor of knowledge	79.85
Knowledge about the subject taught	70.05
Completion of syllabi	62.78
Practical usefulness of teaching	66.24
Student teacher relationship	75.81
Overall impression	72.00

Annexure-III
Details of Management Information System
Administrative procedures including finance:

In the matter of administration the Governing Body of the College is the supreme authority. It formulates its administrative plans and programmes on the basis of recommendation of different sub-committees and rules, regulations, bye-laws framed time to time by the Government of West Bengal, University Grants Commission and the affiliating University i.e. University of Kalyani.At the interval of each period it evaluates whether those plans are properly implemented and finds out the problems in implementation of the same and adopts ways to overcome the situation.

In the matter of finance it prepares an annual budget of its income and expenditure on the basis of recommendation of the Finance Committee. The Finance Committee recommends the budget on the basis of past three years experience as well as rules, regulations, bye-laws framed time to time by the Government of West Bengal, University Grants Commission and the affiliating University i.e. University of Kalyani.At the interval of a particular period it reviews its budgeted actions and finds the way to overcome the situation.

Student admission:

In the matter of admission the Institution follows admission rules framed by the affiliating University. However internal rules and regulation regarding admission are recommended by the Teachers' Council following the guideline of the affiliating University.

Student records:

Student records of the College are maintained by using student software package. Generally student data are uploaded at cash counter where the students deposit their fees at the time of admission. Then those student data are disseminated to different segments like Academic Council, Teachers' Council, different academic departments and Internal Quality Assurance Cell

Evaluation and examination procedures:

Generally in the matter of evaluation and examination of the students of the College we follow the rules and regulations framed by the University. However it arranges Test Examination following the framework of University level of Examination for the students every year. Students, who qualify at the test examination are allowed for appearing at the University Examination and the students, who cannot are allowed at the consent of their guardian.

Further after publication of result of final University level Examination each of the academic departments evaluates the results of their students and presents the same to the College Governing Body through the Academic Council and recommends the name of the students, who are eligible for felicitation for their academic excellence and specific actions to be adopted for overcoming the challenges if any.

Research administration: Research activities of the College are generally conducted by the Seminar & Research Forum. The Seminar & Research Forum looks after the organization of Seminars by the different academic departments, research projects, conducted by the faculty members , participation and publication of the faculty members in different faculty development programmes.

Others:

Apart from above the College takes specific plans in various supporting activities like cultural programmes, games & sports , community extension programme, social action programmes based on science and environment through its various organs. At a specific interval it evaluates its performance in those activities and finds the ways to overcome the identified problems.

Best Practices

1. **Title of the Practice**
   i)   Installation of Electrical Transformer;
   ii) Installation of CC Camera within College Campus.

2. **Goal**

   The main objective of the institution is to transform the students into well meaning citizens through the committed pattern of instructions based on carefully prepared and well designed curricular aspects. The changing needs of the time are the basis while building a rich corpus of talent. Hence, the main objective of our college is to transform the students good citizens through well prepared faculties and staff members. Sudhiranjan Lahiri Mahavidyalaya aspires to have a transformational impact on students through comprehensive education by inculcating qualities of competence, confidence and excellence. To achieve that goal it is necessary to ensure up to date renovation of all of our academic as well as administrative activities.

   Nowadays civilization is going on too fast riding on technology. Information is available by a click of mouse. So we also have to go parallel with global development of technology. Everybody is responsible for optimal utilization of technology to serve the society better. But it is recognized fact that sufficient power back up is the necessary precondition to ensure that goal. That is why we have installed separate electrical transformer at the aegis of the fund provided under Rasthriya Uchatara Siksha Abhiyan (RUSA).

   Sudhirnajan Lahiri Mahavidyalaya has become a pioneer institution in the state of West Bengal within a few couple of years from its inception in terms of teaching and learning, research and publication and co-curricular activities. Thus as a pioneer higher learning institution we can't deny the responsibility of ensuring adequate security of students , faculties, staff and also for all assets within the college campus. So, with a view to fulfilling the objective we installed CC Camera within the college campus at the aegis of fund provided under Rasthriya Uchatara Siksha Abhiyan (RUSA).

3. **The Context:**

   In the era of globalization the entire world has become a global village. As an important part of society we cannot avoid that trend prevailing throughout the World. Considering these realities use of modern technologies and equipments within the college campus for running academic as well as administrative activities is the need of the hour. At the same time it is also fact use of modern technologies and equipments within the campus may be jeopardized in the absence of sufficient and constant power back up. To avoid that crucial problem we have installed separate electrical transformer.

   Again with passage of time use of campus area of the college has been enlarged according tremendous increase of number of students. As a result ensuring securities of students, faculties, staff and ever increasing volume of assets within the campus area are not possible without the help of any modern security measures. In order to avoid that crucial problem we have installed CC Camera within the college campus.

4. The Practice

Time has come for us to adopt its modern technology-enabled equipments in all sorts of activities of the institution. But use of prevailing system of power supply it was hardly possible to ensure optimum utilization of those equipments. Thus by installation of separate electrical transformer for the institution we did away the problem poor power supply and ensured optimum utilization of our available resources.

Again with the increase of number of students, volume of physical resources it is not possible for ever growing higher learning institution ensure adequate securities within campus without the use of modern technologies. So, by installation CC Camera we did away that problem within the campus.

5. Evidence of Success:

The college is located at an economically and socially backward area. In spite of that fact it is committed to impart quality higher education to its students. In order to shoulder that responsibility it is use lot of modern technologies and equipments within the campus. But use those technologies and equipments call for sufficient and constant power back up. The standing power supply of the institution was failed to ensure the same. Thus by installation of separate electrical transformer for the College it has been proved to be successful to overcome that problem.

Again it is not possible to ensure adequate securities within vast campus area without using modern technology enabled equipment. By installation of CC Camera we have ensured easiest solution of that problem.

6. Problems encountered and Resources Required:

The internal electrical installations of the College have been become obsolete and back dated. As a result, we are yet to full potentials of constant and sufficient power back up.We have also chalked out specific plan of action to overcome the problem.

Scarcity of adequate skilled staff, who are habituated with modern technology is a standing problem of the institution. With the help of very limited skilled staff we are striving for ensuring adequate securities within campus with the use of CC Camera.

Major resources for two important activities have been financed by the Ministry of Human Resource Development , Government of India.

Plans   for the academic year 2016-17

Academic proposals:

1. Opening of new courses of emerging areas with due consideration to the recommendation of the NAAC Peer Team.
2. Completion of process of opening of Study Centre of Kalyani University DODL.
3. Completion of process of conversion of self-financing subjects to regular subject.
4. Ensure maximum number of ICT enabled classes.

Administrative proposals:

1. More initiative to appoint required number of permanent staff to meet inadequacy of staff members.
2. Completion of construction of new buildings as submitted in proposal for RUSA project grant.
3. Appointment of more whole time Teachers;

Proposals relating to Research and consultancy:

1. Ensure adequate initiative on the part of Seminar & Research Forum to motivate faculty members to actively participate in different research activities.
2. Ensure organization of research and professional development activities by all the academic departments.
3. Publication of e-version of the journal 'OPEN EYES'.

Proposals relating to Cultural programmes:

1. Increase the number of events in the Annual College Cultural Programme SPANDAN.
2. Increase the number of participation in external cultural competition.

Proposals relating to Games & Sports:

1. Inter class game and sports events be regularized and overcoming problems if any.
2. Ensure participation of students in state as well as national level games & sports competition.

Proposal relating to community extension programme:

1. Normal programmes of NSS unit should include more programmes based on science and environment.
2. Organization of more community extension programmes by the cadets of NCC.
3. Organization of community extension programme and social action programmes by the students other than NSS and NCC.

Proposal for College Central Library:

1. Ensure completion of redesigning of central library.
2. Increase number of research oriented books on the recommendation of the faculty members.
3. Ensure procurement of new books according to revision of syllabus.
4. Opening separate website for Central Library.

Others:

1. Regularization of activities of Grievance Redressal Cell.
2. Creation of awareness among the students about the anti-ragging policy formulated by the UGC.
3. Initiatives be taken by all the academic departments to tap the alumni for development of the institution.